***ABDUL***

**E-Mail** **:** abdul.382393@2freemail.com

**Address** **:** Dubai, **United Arab Emirates**

**Objective**

I have accumulated a Knowledge and Understanding of organizational Environment. I take the job with a great senses of responsibility enjoy the challenge of new situations and expect to make positive contribution and prove myself as an asset to the Organization.

**Work Experience**

* Worked as a Custom Clearance in Sky jet shipping and logistic in Dubai (1Year)
* Worked as a cargo Operator in Sky Jet Shipping and Logistic in Dubai (1 years)
* Worked as a Custom inspection & SEA AND AIR at Sky Jet Shipping and Logistic in

Dubai (1years)

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**Responsibilities:**

* As a Customs Clearance Clerk you will work as part of a team and report to the Customs Manager.
* You will be involved in calculating and processing duties and taxes to be paid and may be required to sign documents under a Power of Attorney on behalf of clients. You will also pay, or arrange for payment of taxes and duties.
* You will be entering details onto specialized customs software including CHIEF, CNS, Destin8 and CFSP.
* Allocating the correct license depending on type of goods being imported.
* The Customs Clearance Clerk can be involved in attending meetings with Customs Officials in the application of duty refunds and tariff reclassification as appropriate and will assist with any appeals that are forthcoming.
* You will be required to be fully conversant with import and export laws and regulations. You will be expected to maintain your understanding and keep up-to-date with changes as they occur, so as to be able to advise customers on import and export restrictions, tariff systems, insurance requirements and all other customs related matters.

**Key Skills**

* Ability to communicate concisely and clearly to subordinates and superiors alike, both orally and in written work
* Excellent leadership and teamwork skills
* Determination, self-motivation and discipline

**Educational Qualifications**

* **FS C (Engineer)**

**Computer Applications**

* All **Basic Microsoft Windows Applications**

Skill set

Auto Cad 2D 3D

Tally, Quick Book, Peach Tree

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| Office Suites | : **Microsoft Office** |
| Web Applications | : Internet applications and related activities |
| **License Detail** |  |  |
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| Place of Issue | : Dubai |
| Date of Issue | : 8th Oct 2015 |
| Date of Expiry | : 8th Oct 2025 |
| Permit No | : Light Vehicle |
| **Personal Information** |  |
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| Date of Birth | : 01st April 1990 |
| Citizenship | : Pakistan |
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| Passport Expiry | : 16th June 2019 |
| Marital Status | : Married |
| Languages | : English, Urdu |
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*Reference will be furnished upon request*